

MEETING UNDER THE OAK TREE

1. General.

- a. Off-duty risk is critical to meeting our goal of *No Loss of Life*. We must remain decisively engaged in ensuring that young Soldiers avoid risky behavior. Before weekends and holidays, and before Service Members go on pass or leave, first-line officers and noncommissioned officers (NCOs) will give a composite risk briefing, and first-line NCOs or supervisors will meet with each Soldier to discuss the Soldier's off-duty plans. This process ensures that leaders are aware of their Service Members' plans and have mutually agreed to the steps to be taken to manage identified risks. The intent of this policy applies equally to Service Members managed by civilians.

2. Basic Responsibilities.

- a. First-line officers and senior NCOs are responsible for conducting unit risk management briefings.
- b. First-line NCOs are responsible for –
 - (1) Knowing the Soldier.
 - (2) Reviewing risk assessments prepared by the Soldier.
 - (3) Considering the range of composite risk-management factors and asking pointed questions to determine risks.
 - (4) Considering the unit risk-reduction profile.
 - (5) Providing advice on risk mitigation.
 - (6) Making a *Go* or *No Go* decision on the plan. NCOs will not allow Service Members to go on pass or leave until they are satisfied that the risks have been identified and sufficiently mitigated, and the Soldier and NCO have a verbal agreement.
 - (7) Holding the Soldier accountable for his or her actions.
- c. The Soldier is responsible for –
 - (1) Performing required assessments before the meeting.
 - (2) Openly discussing plans and associated risks for the period under review.
 - (3) Abiding by the verbal contract and following the risk-assessment and risk management process as conditions affect the contract.
- d. The Soldier and the NCO are jointly responsible for –
 - (1) Completing their obligations for the Driver's Risk Awareness Questionnaire (applicable to drivers).
 - (2) Making a mutual agreement and executing a verbal "safe behavior" contract covering courses of action for the period under review, and any contingency plans.
- e. Battalion leaders are responsible for verifying the integrity of this process and ensuring that subordinate leaders and Service Members are held accountable.

